



# TOWN OF WARNER

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Selectboard, Harry Seidel, Chair  
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## DRAFT Select Board Meeting Minutes- May 7, 2024

*The Select Board met at 4:00 PM to observe parking issues at the Warner Community Center building. The meeting reconvened at 5:00 PM at Warner Town Hall.*

### Reopen the Meeting and Roll Call

- Chair Seidel reopened the meeting at 5:00 PM.
  - *Present:* Harry Seidel (chair), Faith Minton, Michael Smith
  - *Also Present:* Kathy Frenette, Elizabeth Labbe, Judy Newman-Rogers, Georgia Flanders, Anastasia Glavas, John Leavitt, Martha Mical

### Administrator’s Report- Kathy Frenette, Town Administrator

- Attended the annual conference for NH government finance officials, which included presentations from the Dept. of Labor, Dept. of Revenue, and NHMA, among other related topics
- Personnel policy updates ongoing
- Collins Land Transfer Public Hearings: May 14 and May 28, during regular Select Board meetings
- Mandatory Safety Training for Transfer Station Employees: June 12
  - The transfer station will be closed on this date
  - A notice will need to be posted on the website
- Primex cybersecurity training pending
- Dept. head meetings regarding 2025 budgets are currently in progress
- Website revamp meetings: May 8 and June 12, 6:00 PM to 7:30 PM

### Consent Agenda

- Motion to Approve as signed by the Warner Selectboard:
- Building Permits:       Map 32 Lot 038               Roslyn Ave
- Map 07 Lot 058               Schoodac Rd
- Map 14 Lot 033               Kearsarge Mtn Rd
- Map 14 Lot 029-1-8       Danny Boy Lane
- Renewal Permit       Map 03-09-1 Lot 019-1 Hartshorn Lane
- **Faith Minton read the motion. Michael Smith seconded the motion, and the motion passed unanimously.**

### Items to be Signed- Elizabeth Labbe, Assessing Office

**Payment In Lieu of Taxes (PILOT) for Kearsarge Elderly Housing**

**Land Use Change Tax (LUCT):** M3-L15 – A-5 and A-5W  
M3-L15-1 – A-5 and A-5W  
M3-L16 – A-5 and A-5W  
M3-L95-1 – A-5 and A-5W

**Yield Tax:**       23-463-03-t   23-463-12-t   23-463-18-t

<b>Intent to Cut:</b>	24-463-03-t	24-463-04-t	24-463-05-t
<b>Excavation Tax:</b>	23-463-01-e	23-463-02-e	23-463-03-e
<b>Intent to Excavate:</b>	24-463-02-e	24-463-03-e	24-463-04-e

**Faith Minton made the motion to abate from Tax Map 19 lot 014 the amount of \$293.84. Michael Smith seconded the motion, and the motion passed.**

### **Manifest Motion**

- None

### **Select Board Business**

- Parking situation at Warner Community Center
  - The window of time where issues occur is 4-5 PM on Tuesdays
  - A volunteer to manage parking significantly helped the situation
    - This may be the easiest possible solution
  - Cones at the designated parking spots for the food pantry may also be beneficial, as well as more noticeable signage
  - Signage is frequently ignored, but a person reminding the public of proper parking spaces was generally successful
  - Shifting the location of employee parking is also a possibility
    - More parking could be created around the building, but flooding issues would need to be addressed
    - This would require closing the gate to the playground in order to create extra space
  - The problem is likely to get worse if left unchecked
  - Contact with the directors of the food pantry and Boys and Girl Club will be necessary to enforce new parking regulations
- Pest Control
  - JP Pest Control services the Warner Connects building, the Town Hall, and the Warner Police Department
  - Various trap types for rodents were discussed
    - Poison cannot be used in the building
      - Bait boxes have been used in the past, but will be removed based on a civilian complaint
    - The pest control company will not provide snap traps because they can't send anyone to check the traps daily
      - However, these are a cheap and effective type of trap
  - The current state of the rodent problem is dubious, as pest control hasn't found evidence of rodents being present in the buildings recently
  - It may be less expensive to manage the problem with existing manpower than contracting out to a pest control company
  - The board intends to look at costs and discuss this further at the next meeting
- Recording System Purchase- Update
  - The device will need to be tested before it is purchased
  - A device will be obtained to test at an upcoming meeting before any budgetary funds are spent
- Transfer Station
  - A meeting occurred between Harry Seidel, Varick Proper, Tim Allen, and Michael Cutting to discuss the future of the transfer station
  - Improvements will need to be incremental due to budgetary concerns
  - Long-range planning is key
  - Objectives (immediate and long term)
    - Segregation of public and operational activity is essential
    - Current compactor location and drop-off area causes traffic congestion, which will need to be addressed

- Trash and recyclables should be kept dry if possible
- Potential drive-through
  - This is beyond the scope of the immediate budget, but will be considered as a long-term goal
- Regional collaboration
  - To be investigated as a separate initiative
- The first goal to be accomplished is a dual compactor arrangement to address traffic issues and segregate public and operational activity
  - This is pivotal to a feasible long-term plan for a facility layout
- A preliminary layout will be developed by Tim Allen and Varick Proper by the end of June
- The possibility of grant funding is being investigated
- Reduction of hours the Transfer Station is open to the public will also need to be discussed
  - The clashing of public and operational activity is a safety hazard, particularly the use of the tractor
- Preliminary Layout for New Offices
  - Current plan for the new Land Use office is to close off the corner where the kitchen pass-through is located
  - Meeting setups would need to be altered, but this would be a decision for each individual board
  - Increased lighting in the room would also increase the amount of usable space
  - Mildew issues in the lower meeting room will need to be addressed
    - Moisture collects under the carpet in the spring and summer
    - Acquiring grant funding to complete this project would be ideal
    - Research into effective dehumidifiers is pending

### Public Comment

- Deliberations regarding appointments to the Planning and Zoning Boards are ongoing

### Unanticipated Agenda Items

- Route 127 Bridge Removal
  - The Route 127 bridge will be removed and replaced to create a wider lane for breakdowns and bike/walking travel
  - A Memorandum of Understanding was sent to the board regarding this
    - A signature is required to indicate that the town has been informed of this project
  - Because the former Route 127 bridge was deemed a historic bridge, it will be put up for sale and possibly relocated if purchased
  - The memorandum was sent because the town of Warner has not shown interest in the project
    - The DOT is seeking collaboration with Warner to market the sale of the bridge
  - A zoom meeting regarding the project was previously held during lockdown, but sale of the bridge was not discussed at the time
    - Detour routes would need to be discussed as well
    - This would include rerouting school buses
  - **Michael Smith made a motion to send the relevant information regarding this project to town counsel for review. Faith Minton seconded the motion, and the motion passed unanimously.**
- I-89 bridge painting
  - Pre-Construction Conference: May 8, 8:00 AM in Concord
  - This is a project at the state level and would be paid for by the DOT
  - It's unclear as to what action will need to be taken, if any
    - The communication from the DOT did not contain any requests or requirements for the town's presence
  - Notification of this meeting was received very suddenly and on short notice
- PSNH vs. NH Municipalities mediation
  - Mediation has been scheduled for May 20<sup>th</sup> from 8:00 AM to 12:00 PM

- The presence of a town representative has been requested
- Further discussion will be needed as to who should be sent to represent Warner

At this time, Chair Seidel made the motion to enter into a Non-Public Session per RSA 91-A:3 II (c). Faith Minton seconded the motion, and the motion passed. The board entered into a Non-Public Session at 7:26 PM.

Respectfully submitted,

Georgia Flanders  
Zoom Administrator